

**RENTAL AGREEMENT  
PRIVACY ACT INFORMATION OF 1974:**

AUTH: 10 USC 3012. ROUTINE USE: Normal office use. To obtain  
PURPOSE: To maintain reference and location of assigned current info needed in performance  
individual. of admin operations.  
DISCLOSURE: Voluntary.

REQUEST FOR EQUIPMENT	DATE	NUMBER
LAST NAME	FIRST NAME	RANK SSN#
MILITARY ADDRESS	ID CARD # AUTO LIC#	DUTY PHONE

Request that I, the above identified individual, be rented the following items of property listed below from Community Operations Division, Outdoor Recreation Branch for the period of: FROM: \_\_\_\_\_ TO: \_\_\_\_\_ RETURN: \_\_\_\_\_

**PLEASE INITIAL AS YOU READ**

- \_\_\_\_\_ A late charge of double the daily rental fee for each items(s) retained past due date.
- \_\_\_\_\_ If you know you are going to be late, please call 355-8270 or 1-800-375-8270 to extend rental period. The manager or asst. manager will need to approve for more than 3 days. If you extend, you will not be penalized as a late charge. Reservable items may not qualify.
- \_\_\_\_\_ I have inspected each item, found it to be clean and undamaged. (Remarks if needed ODR).
- \_\_\_\_\_ I am responsible for any damages other than those listed below & fair wear & tear. agree to pay for damages when item(s) are returned.
- \_\_\_\_\_ I agree to reimburse Outdoor Recreation Branch for lost or stolen equipment.
- \_\_\_\_\_ Item(s) will be cleaned prior to acceptance by Outdoor Recreation Branch.
- \_\_\_\_\_ A fee of \$10 for each item returned dirty.
- \_\_\_\_\_ A minimum of 72 hours cancellation notice on reservable items.

**RELEASE AND HOLD HARMLESS AGREEMENT (MORALE SUPPORT ACTIVITIES)**

In consideration of the receipt of the equipment listed below, I hereby agree to release the United States, the Department of the Army, Fort Sill, the Outdoor Recreation Branch and all their employees from any and all claims or demands resulting from my use of this equipment, including claims for injuries or damages to my person or property. I also understand and agree that I may be held liable for any damage or loss to the United States or the Outdoor Recreation Branch that occurs while the equipment is signed out to me.

**FOR MINOR CHILD**

I, \_\_\_\_\_, parent/legal guardian of the above said minor child, consent to his or her taking part in the Outdoor Recreation Branch activity, I will abide by the above.  
Signature of parent/guardian \_\_\_\_\_ date \_\_\_\_/\_\_\_\_/\_\_\_\_  
By affixing my signature to this request, I am verifying that I have read & do fully understand the rental agreement.  
Signature \_\_\_\_\_

REMARKS
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QUANTITY RECEIVED:	DESCRIPTION OF ITEM	DAYS RENTED	RENTAL FEES	DAYS LATE	LATE CHARGE	TOTAL FEES	DAMAGE CHARGES
	Air Mattress						
	Bicycle						
	Canoe						
	Car top carrier						
	Charcoal grill						
	Dunk tank						
	Heater, gas/ / propane/ /						
	Horseshoe sets						
	Ice chests						
	Jet ski						
	Jon boat or semi v						
	Lantern, camping						
	Life jackets						
	Motor boat						
	Pad, camping, sleeping						
	Rod & reel						
	Resale/ /storage/ /lot						
	Sleeping bag						
	Softball kit						
	Stove, camping						
	Table, picnic, portable						
	Tent, 2 man/ /4-6 man/ /						
	Toilet, portable, small						
	Trailer pop-up/ /scamp/ /						
	Trolling motor 15lb thrust						
	Tug-of-war rope						
	Volleyball set						
	Water jug						
	Other(s)						
Checked out by:		Date:	in by:	Date:	Total fees:		